Division of Behavioral Health Services
Office of the Deputy Director

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DATE: January 22, 2004

TO: Holders of the Arizona Department of Health Services, Division of
                Behavioral Health Services Policy and Procedure Manual

FROM: Dan Wendt, Policy Office Manager

RE: Policy and Procedure Manual Update

Please find the following attachments to be incorporated into the ADHS/DBHS Policy and Procedure Manual:

A.   Revised Policy **CO 1.1, Inter-RBHA Coordination of Services**
        Last Revision Effective Date: February 1, 2004

B.   Revised **Policy CO 1.2, Cultural Competency**
        Effective Date: February 1, 2004

C.   **Policy 1.2, Pre-Admission Screening and Resident Review (PASRR) (when posted to the web page, the new identifying number will be MI 5.3)**
        Last Revision Effective Date: January 1, 2004

D.   Revised **Policy 2.9, Conduct of Investigations Concerning Persons with Serious Mental Illness (when posted to the web page, the new identifying number will be GA 3.1)**
        Last Revision Effective Date: January 1, 2004

E.   Revised **Policy QM 2.1, Medical Care Evaluation Studies**
        Last Revision Effective Date: February 1, 2004

F.   Revised **Policy QM 2.5, Reports of Incidents, Accidents and Deaths**
        Last Revisions Effective Date: February 1, 2004

Also attached for your reference is a matrix, which displays the conversion of the previous ADHS/DBHS Policy and Procedures Table of Contents with the new identification system used for the revised table of contents. The policy and procedure table of contents posted on the ADHS/DBHS website identifies policies using the revised system.

The Department plans to post the above referenced policies and procedures on the ADHS/DBHS website (http://www.hs.state.az.us/bhs/policy.htm) on or around the date that coincides with the effective date of the policy. If you have any questions, please call me at (602) 553-9121.

Attachments

Leadership for a Healthy Arizona